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## Transition Task Force

Wednesday, May 10, 2017

12:00 PM – 4:00 PM

La Cite Francophone – Hall Jean-Louis Dentinger  
8627 rue-Marie-Gaboury (91 Street), Edmonton

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### Members:

William Choy, *Town of Stony Plain (Chair)*  
Roxanne Carr, *Strathcona County (Vice Chair)*  
Randy Boyd, *Town of Bon Accord*  
Robert Cotterill, *City of Spruce Grove (City Manager)*  
Dwight Ganske, *Town of Stony Plain (Alternate)*  
Mike Heck, *Parkland County (CAO)*  
Andy Isbister, *Town of Morinville (CAO)*  
Don Iveson, *City of Edmonton*  
Gary Klassen, *City of Edmonton (Deputy City Manager)*  
Greg Kruschke, *City of Leduc*  
Bonnie Riddell, *Strathcona County (Alternate)*  
Robyn Singleton, *Lamont County (CAO)*  
Dana Smith, *City of Leduc (Alternate)*  
Mel Smith, *Town of Redwater (Alternate)*  
Michael Walters, *City of Edmonton (Alternate)*

### Guests:

Lindsey Butterfield, *City of Edmonton*  
Gibby Davis, *City of Edmonton*  
Trevor Duley, *Sturgeon County*  
Debbie Hamilton, *Town of Redwater*  
Michelle Hay, *City of Leduc*  
Brandy Kelly, *City of Leduc*  
Marnie Lee, *Strathcona County*  
Nisha Patel, *City of St. Albert*  
Matthew Siddons, *City of Fort Saskatchewan*  
Lynette Tremblay, *City of St. Albert*

### Regrets:

#### CRB Staff & Consultants:

Malcolm Bruce, CEO  
Neal Sarnecki, Project Manager  
Sharon Shuya, Project Manager  
Stephanie Chai, Project Manager  
Loreen Lennon, Communications Manager  
Brandt Denham, GIS Manager  
Amanda Borman, Executive Assistant

## 1. CALL TO ORDER

Chair, Mayor William Choy called the meeting to order at 12:45 p.m.



**2. Chair's Opening Remarks**

**3. Approval of Agenda**

TTF2017-17

**Motion:** That the Transition Task Force approve the revised agenda.  
**Moved by:** Mayor Randy Boyd, *Town of Bon Accord*  
**Decision:** Carried unanimously

**4. Approval of Minutes of April 13, 2017**

TTF2017-18

**Motion:** That the minutes of April 13, 2017 be approved.  
**Moved by:** Mayor Greg Krischke, *City of Leduc*  
**Decision:** Carried unanimously

**5. Summary of Regional Input from April 13, 2017 Meeting**

Chair, Mayor William Choy provided a summary of Regional Input from the April 13, 2017 meeting for information.

**6. Board Governance**

Nouman Ashraf, Rotman School of Management, University of Toronto provided a presentation on Board Governance.

**7. Governance Model Delegation of Authority - revised**

TTF2017-19

**Motion:** That the Transition Task Force endorse the revised Delegation of Authority Schedule to be included in the Transition Plan and recommend it to the Board for approval.  
**Moved by:** Mayor Roxanne Carr, *Strathcona County*  
**Decision:** Carried unanimously

**8. Proposed Board Governance Model**

TTF2017-20

**Motion:** That the Transition Task Force endorse the Governance Model to be included in the Transition Plan as presented and recommend it to the Board for approval.  
**Moved by:** Mayor Don Iveson, *City of Edmonton*  
**Decision:** Carried unanimously

**9. Terms of Reference**

**a. Executive Committee**

TTF2017-21

**Motion:** That the Transition Task Force endorse the Executive Committee Terms of Reference to be included in the Transition Plan as amended and recommend it to the Board for approval.



**Moved by:** Mayor Roxanne Carr, *Strathcona County*

**Decision:** Carried unanimously

**b. Audit & Finance Committee**

TTF2017-22

**Motion:** That the Transition Task Force endorse the Audit & Finance Committee Terms of Reference to be included in the Transition Plan as amended and recommend it to the Board for approval.

**Moved by:** Mayor Greg Krischke, *City of Leduc*

**Decision:** Carried unanimously

**c. Task Force(s)**

TTF2017-23

**Motion:** That the Transition Task Force endorse the Task Force(s) Terms of Reference to be included in the Transition Plan as presented and recommend it to the Board for approval.

**Moved by:** Mayor Randy Boyd, *Town of Bon Accord*

**Decision:** Carried unanimously

**d. CAO Standing Committee**

TTF2017-24

**Motion:** That the Transition Task Force endorse the CAO Standing Committee Terms of Reference to be included in the Transition Plan as presented and recommend it to the Board for approval.

**Moved by:** Mayor Roxanne Carr, *Strathcona County*

**Decision:** Carried unanimously

**10. Board and Committee Schedule**

TTF2017-25

**Motion:** That the Transition Task Force endorse the Board and Committee Schedule, to be included in the Transition Plan as presented and recommend it to the Board for approval.

**Moved by:** Mayor Roxanne Carr, *Strathcona County*

**Decision:** Carried unanimously

**11. Draft 2018/2019 Board Priorities and Workplan**

TTF2017-26

**Motion:** That the Transition Task Force endorse the draft 2018/2019 Board Priorities Workplan, to be included in the Transition Plan as presented and recommend it to the Board for approval.

**Moved by:** Mayor Randy Boyd, *Town of Bon Accord*

**Decision:** Carried unanimously



**12. Provincial Advocacy Update**


Malcolm Bruce, CRB CEO, provided a brief provincial advocacy update and Mayor Greg Krischke, Chair of the Advocacy & Monitoring Committee, gave a brief update on its behalf.

**13. Next Meeting Date – May 25, 2017**

8:30 AM – 1:30 PM, La Cite Francophone – Hall Jean-Louis Dentinger

**14. Adjournment**

The Chair declared the meeting adjourned at 3:37 p.m.



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Committee Chair, William Choy